

BOARD MEETING MINUTES Regular Meeting

Date: May 12th, 2022 Location: 425 Jackson Ave NW, Elk River MN 55330 Remote Access Available

Board Members Present

Larry Goenner - Chair Jason Selvog - Vice Chair Shelly Binsfeld - Secretary Kerry Saxton - Treasurer Roger Nelson - PR&I

Staff Present

Francine Larson David Wick* Andrea Bumgarner* Franny Gerde*+ Dan Cibulka* Miranda Wagner

Others Present

Lisa A. Fobbe+ County Commissioner Barbara Burandt*+ County Commissioner Zach Guttormson*+ County Planning & Zoning Katie Evans NRCS District Conservationist

*denotes partial attendance

+ Remotely attended

Regular Agenda

1. Call to Order Meeting was called to order by Chair Goenner at 8:30 a.m. A guorum was present.

2. Pledge of Allegiance

Goenner led the Board of Supervisors in the Pledge of Allegiance.

3. Open Forum

There were no comments from the audience.

4. Approval of Regular Agenda

- 22.05.01 Motion by Nelson, second by Selvog to approve the agenda with stated deletion. All
 members voting in favor. Motion carried.
- 5. Approval of Consent Agenda

Approval of April 14, 2022 Board Meeting Minutes

The April 14, 2022 Board Meeting Minutes were presented.

• **22.05.02** - Motion by Nelson, second by Saxton to approve the consent agenda as submitted. All members voting in favor. Motion carried.

6. April 2022 Financial Reports

Treasurer Saxton read the April 2022 Program Summary Report. Discussion was had.

- **22.05.03** Motion by Saxton, second by Binsfeld to accept the April 2022 Financial Reports as submitted, subject to audit. All members voting in favor. Motion carried.
- May 2022 Accounts Payable The Board reviewed the May 2022 Accounts Payable Summary. The report includes all unpaid bills from 4/14/2022 – 5/11/2022. Check numbers 7335 through 7347 totaling \$33,952.54 were submitted for approval. Discussion was had.
 - **22.05.04** Motion by Selvog, second by Binsfeld to approve the May 2022 Accounts Payable as submitted. All members voting in favor. Motion carried.
- 8. Supervisor Committee Reports & Vouchers Binsfeld virtually attended a MRSC 1W1P Sherburne representative check-in meeting with the County Attorney. Saxton attended the Rum River 1W1P Policy Committee. No committee reports from Nelson, Selvog, and Goenner.

- **22.05.05** Motion by Selvog, second by Binsfeld to approve the Supervisor Vouchers as submitted. All members voting in favor. Motion carried.
- 9. District Manager's Report Larson reviewed her monthly activities. Written report available upon request. Larson discussed the status of the Stearns County WRAPS Phase 2 subcontract.
 - **22.05.06** Motion by Goenner, second by Selvog to direct District Manager to work with the County Attorney on compromising language to allow Stearns staff to receive reimbursement for participation in the project and attendance at virtual meetings. All members voting in favor. Motion carried.
- 10. NRCS Activity Report Evans, NRCS District Conservationist reviewed the NRCS activity report, providing an update on NRCS programs and technical assistance. Katie Evans was selected as the new nonsupervisory District Conservationist for the Elk River Field Office. Written report available upon request.
- **11. District Staff Monthly Reports** Available SWCD staff reviewed their monthly activities with the Board. Individual written reports available upon request.

Burandt and Guttormson joined the meeting

12. MRSC 1W1P Update – Sherburne SWCD staff, County staff and Policy Committee representatives provided an update on the MRSC 1W1P project and the challenges that remain. SWCD and County staff will keep the Policy Committee members updated on new developments.

Burandt and Guttormson left the meeting

- **13.** Rum River **1W1P Update** Cibulka provided a brief update on the Rum River **1W1P JPE**, stating that the Board will need to consider the resolution to adopt the plan and enter into the Rum River Watershed Partnership JPE at the June SWCD Board meeting. Discussion was had.
- 14. MASWCD Call for Resolutions -- Larson reviewed the resolution process with the Board. Resolutions will be reviewed and considered at the Summer MASWCD Area IV meeting scheduled for June 23. Discussion was had.
- 15. Authorization to execute Cost Share Contract with M Rusert for a Conservation Cover project, #2022-05-01, not to exceed \$350.00 – Larson reviewed the proposed contract with Mike and Patti Rusert for a Conservation Cover project (327 – Conservation Cover) in Section 8, Big Lake Township. The estimated project cost is \$754.25. Requesting 75% cost share not to exceed \$350.00. Funding for this project will be allocated from our Cost Share Program funds.
 - 22.05.07 Motion by Nelson, second by Goenner to execute contract with M Rusert for a Conservation Cover project - #2022-05-01, not to exceed \$350.00. All members voting in favor. Motion carried.
- 16. Authorization to execute Cost Share Contract with Nick Leszko for a Riparian Herbaceous Cover project, #2022-05-02, not to exceed \$692.12 – Larson reviewed the proposed contract with Nick Leszko for a Riparian Herbaceous Cover project (390 – Riparian Herbaceous Cover) in Section 27, Palmer Township. The estimated project cost is \$1064.80. Requesting 65% cost share not to exceed \$692.12. The BLCA will be contributing \$319.44 for this project as part of a partnership program. Funding for this project will be allocated from our Cost Share Program funds.

- **22.05.08** Motion by Nelson, second by Binsfeld to execute contract with N Leszko for a Riparian Herbaceous Cover project #2022-05-02, not to exceed \$692.12. All members voting in favor. Motion carried.
- 17. Authorization to execute Cost Share Contract with Tom and Jean Fitzlaff for a Conservation Cover project, #2022-05-03, not to exceed \$604.03 Larson reviewed the proposed contract with Tom and Jean Fitzlaff for a Conservation Cover project (327 Conservation Cover) in Section 27, Palmer Township. The estimated project cost is \$929.28. Requesting 65% cost share not to exceed \$604.03. The BLCA will also be contributing \$278.78 for this project and part of a partnership program. Funding for this project will be allocated from our cost share program funds.
 - 22.05.09 Motion by Nelson, second by Binsfeld to execute contract with T Fitzlaff for a Conservation Cover project - #2022-05-03, not to exceed \$604.03. All members voting in favor. Motion carried.
- **18.** Authorization to execute Professional Service Agreement with Stantec Consulting Service for Feasibility Study in the Upper Briggs Chain of Lakes utilizing ARPA funding *Deleted*
- **19.** Authorization to execute JPA with MDA/NRCS for Irrigation Innovation RCPP shared Fiscal Agent services Larson reviewed the Irrigation Innovation RCPP project and shared fiscal agent responsibilities. Discussion was had.
 - **22.05.10** -- Motion by Nelson, second by Saxton to authorize District manager to execute JPA with MDA/NRCS for Irrigation Innovation RCPP shared Fiscal Agent services. All members voting in favor. Motion carried.

20. Upcoming Meetings and Events - Discussion was had regarding upcoming events and schedules.

21. Adjournment

• **22.05.11** -- Motion by Nelson, second by Binsfeld to adjourn the meeting. All members voting in favor. Motion carried.

Meeting adjourned at 10:32 a.m.

Respectfully submitted by Francine Larson, District Manager.

I certify that the foregoing is a true and correct copy of the minutes approved by the Board of Directors.

Signature & Title

6/9/2027

2:24 PM

06/01/22

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Accrual Basis

SHERBURNE SOIL & WATER CONSERVATION

Account QuickReport As of May 31, 2022

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TOTAL 13,668.50 72,894.47 637,334.57	05/13/2022EFTPERA05/13/2022EFTCharter Communications05/16/2022EFTMN PEIP05/17/2022DDBinsfeld, Michelle L05/17/2022DDGoenner, Lawrence J05/17/2022DDSaxton, Kerry J05/17/2022DDNelson, Roger J05/17/2022DDSelvog, Jason C05/17/2022EFTUnited States Treasury05/17/2022EFTMarco05/17/2022EFTMarco05/17/2022EFTMarco05/23/2022EFTGuardian Insurance05/25/2022EFTCardimember Services05/25/2022EFTCardimember Services05/31/2022DDBumgarner, Andrea L05/31/2022DDClbulka, Daniel A05/31/2022DDWick, David P05/31/2022DDWick, David P05/31/2022DDWagner, Miranda L05/31/2022DDWagner, Miranda L05/31/2022EFTNationwide Revenue05/31/2022EFTNationwide Retirement Solutions05/31/2022EFTPERATotal 10200 · Bank of ER - Checking10250 · Bank of ER - Money Market05/31/2022EFT05/31/2022EFTTotal 10250 · Bank of ER - Money Market10300 · CD - 7726074 - 60moTotal 10300 · CD - 7726074 - 60moTotal 10000 · Cash				13,668.50	72,894.47	637,334.57
	TOTAL				13,668.50	72,894.47	637,334.57

\$	Beginning Balance			1		No.		
\$			Receipts		Disbursement		End of Month Balance	
21			I. Starting	2414		16	1	
_	517,883.59	\$	the second s	\$	72,214.97	\$	480,014.68	
\$	517,883.59	\$	34,346.06	\$	72,214.97	\$	480,014.68	
		nisi				10-5		
\$	-	\$	-	\$	-	\$	-	
	84 583 16				13 012 40		71,570.76	
					-		23,263.00	
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	7 493 00		-				7,493.00	
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	14 621 48		-		1 321 92		13,299.56	
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			-			_	1,590.4	
			2 400 00				(17,820.€	
			2,400.00		0,014.02		15,589.40	
							1,313.88	
					870.11		30,031.80	
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							3,037.29	
			2 400 00	-			157,319.89	
φ	170,070.33	φ	2,400.00	φ	23,737.00	•	107,519.08	
				TOT	TAL FUNDS	\$	637,334.57	
RIB	JTION OF I	FU	NDS	1				
	Beginning Balance		Receipts	Disbursement E		E	End of Month Balance	
1.	105 010 05		10 50 1 55		70.001.15		400 500 50	
		<u> </u>	13,584.06		72,894.47		136,599.79	
		<u> </u>	-				48,771.79	
\$	the second se	_	the second s			-	451,962.99	
\$	696,560.54	\$	13,668.50	\$	72,894.47	\$	637,334.57	
				TOT	TAL FUNDS	\$	637,334.57	
X	~	Da	ite <u>(a - 9</u> -	-27	2		(
	\$	\$ 84,583.16 \$ 23,263.00 \$ 20,033.17 \$ - \$ 7,493.00 \$ 6,935.49 \$ 7,995.21 \$ (0.00) \$ - \$ 14,621.48 \$ 2,359.16 \$ 2,790.10 \$ (16,305.71) \$ 15,589.40 \$ 1,313.88 \$ 30,901.91 \$ (27.90) \$ (26,000.40) \$ 3,132.00 \$ 178,676.95	\$ 84,583.16 \$ \$ 23,263.00 \$ \$ 20,033.17 \$ \$ - \$ \$ 7,493.00 \$ \$ 7,995.21 \$ \$ (0.00) \$ \$ 14,621.48 \$ \$ 2,359.16 \$ \$ 14,621.48 \$ \$ 2,790.10 \$ \$ 14,621.48 \$ \$ 2,790.10 \$ \$ 14,621.48 \$ \$ 2,790.10 \$ \$ 14,621.48 \$ \$ 2,790.10 \$ \$ 14,621.48 \$ \$ 2,790.10 \$ \$ 15,589.40 \$ \$ 15,589.40 \$ \$ 15,589.40 \$ \$ 1,313.88 \$ \$ 30,901.91 \$ \$ (26,000.40) \$ \$ 3,132.00 \$ \$ 178,676.95 \$ \$ 48,771.79 \$ \$ 451,878.55 \$ \$ 696,560.54 \$	\$ 84,583.16 \$ - \$ 23,263.00 \$ - \$ 20,033.17 \$ - \$ - \$ - \$ 7,493.00 \$ - \$ 7,493.00 \$ - \$ 7,493.00 \$ - \$ 7,995.21 \$ - \$ 7,995.21 \$ - \$ (0.00) \$ - \$ 2,359.16 \$ - \$ 2,790.10 \$ - \$ 2,790.10 \$ - \$ 14,621.48 \$ - \$ 2,359.16 \$ - \$ 2,790.10 \$ - \$ 14,621.48 \$ - \$ 2,790.10 \$ - \$ 2,790.10 \$ - \$ 14,621.48 \$ - \$ 2,790.10 \$ - \$ 14,621.48 \$ - \$ 2,790.10 \$ - \$ 15,589.40 \$ - \$ 1,313.88 \$ - \$ 30,901.91 \$ - \$ (26,000.40) \$ - \$ 3,132.00 \$ - \$ 178,676.95 \$ 2,400.00 \$ 178,676.95 \$ 2,400.00 \$ 195,910.20 \$ 13,584.06	\$ 84,583.16 \$ - \$ \$ 23,263.00 \$ - \$ \$ 20,033.17 \$ - \$ \$ 7,493.00 \$ - \$ \$ 7,493.00 \$ - \$ \$ 7,493.00 \$ - \$ \$ 7,995.21 \$ - \$ \$ 7,995.21 \$ - \$ \$ 0.000 \$ - \$ \$ 14,621.48 \$ - \$ \$ 2,359.16 \$ - \$ \$ 14,621.48 \$ - \$ \$ 2,790.10 \$ - \$ \$ 2,790.10 \$ - \$ \$ 2,790.10 \$ - \$ \$ 15,589.40 \$ - \$ \$ 16,305.71) \$ 2,400.00 \$ \$ 15,589.40 \$ - \$ \$ 16,000.40) \$ - \$ \$ 13,13.88 \$ - \$ \$ 2,790.19 \$ - \$ \$ 2,400.00 \$ - \$ \$ 2,400.00 \$ - \$ \$ 178,676.95 \$ 2,400.00 \$ \$ 195,910.20 \$ 13,584.06	$\begin{array}{c ccccccccccccccccccccccccccccccccccc$	\$ 84,583.16 - \$ 13,012.40 \$ \$ 23,263.00 - \$ - \$ \$ 20,033.17 - \$ - \$ \$ 20,033.17 - \$ - \$ \$ 20,033.17 - \$ - \$ \$ 7,493.00 - \$ - \$ \$ 7,493.00 - \$ - \$ \$ 7,995.21 - \$ - \$ \$ (0.00) - \$ - \$ \$ 14,621.48 - \$ 1,321.92 \$ \$ 2,359.16 - \$ 2,738.82 \$ \$ 2,790.10 - \$ 1,199.66 \$ \$ 2,790.10 - \$ 1,199.66 \$ \$ 15,589.40 - \$ - \$ \$ 13,03.88 - \$ - \$ \$ 14,621.48 - \$ - \$ \$ 2,790.10 - \$ 1,199.66 \$ \$ 15,589.40 - \$ <td< td=""></td<>	